



FACULTY APPROVAL APPLICATION

SUBMIT FORM IN DUPLICATE PRIOR TO DATE OF APPOINTMENT. This information is required under Business and Professions Code, Division 2. All information requested is mandatory. Failure to provide this information will result in the application being rejected as incomplete. Submit a separate form for faculty members teaching in both the Vocational Nurse (VN) and Psychiatric Technician (PT) Programs (if applicable).

FOR BOARD USE ONLY

Date Approved:

Approved By:

Section:

PRINT OR TYPE (DO NOT USE PENCIL)

1. NAME OF SCHOOL	2. TYPE OF PROGRAM: <input type="checkbox"/> VN Program <input type="checkbox"/> PT Program			
3. NAME OF FACULTY APPLICANT:	4. POSITION TITLE: <input type="checkbox"/> Director <input type="checkbox"/> Instructor <input type="checkbox"/> Teacher Asst. <input type="checkbox"/> Asst. Director <input type="checkbox"/> Additional Faculty			
5. EMPLOYMENT STATUS: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	6. TEACHING ASSIGNMENT: <input type="checkbox"/> Teaching "Theory" Content Only <input type="checkbox"/> Teaching "Clinical" Content Only <input type="checkbox"/> Teaching "Both" Theory/Clinical Content <input type="checkbox"/> Substitute for <input type="checkbox"/> Theory <input type="checkbox"/> Clinical			
7. CALIFORNIA LICENSE NUMBER INFORMATION: <input type="checkbox"/> RN License#: _____ <input type="checkbox"/> LVN License#: _____ <input type="checkbox"/> PT License#: _____ Expiration Date: _____ Expiration Date: _____ Expiration Date: _____				
8. TEACHING COURSE: <i>For faculty positions which require a teaching course, please submit evidence of completion or current attendance (for instructors only) in a teaching course. A copy of a certificate of completion or transcript from an accredited institution must be submitted. If the course content in teaching is not clear, please submit a copy of the catalog course description.</i>				
9. SUBMIT A COPY OF THE FOLLOWING DOCUMENTS: {See California Code of Regulations (CCR), Sections 2529(c)(3) faculty qualifications (VN Program); Sections 2584 (c)(3) faculty qualifications (PT Program)}. <input type="checkbox"/> Current, Active California Professional License: <input type="checkbox"/> Baccalaureate degree from accredited school, university or college (attach school transcript which shows date degree conferred OR copy of college or university diploma); <input type="checkbox"/> Teaching credential (attach copy) OR <input type="checkbox"/> Check here if applicant meets community college or state university teaching requirements.				
NOTE: Do NOT submit copies of driver's license, social security card, passport or other personal information.				
10. PROFESSIONAL EXPERIENCE: (Add additional sheet if necessary).				
FROM	TO	EMPLOYER	POSITION	DUTIES

I hereby certify under penalty of perjury under the laws of the State of California that the information contained in this application is true and correct.

Faculty Applicant's Signature: _____ **Date:** _____

Program Director's Signature: _____ **Date:** _____

11. TEACHING EXPERIENCE: (FOR DIRECTORS, ASSISTANT DIRECTORS AND NURSING INSTRUCTORS ONLY. *List experience within the past five years in an accredited/approved school of vocational/practical nursing, psychiatric technician program, or registered nursing program*).

FROM	TO	NAME OF AGENCY & LOCATION	POSITION	DUTIES

12. FOR DIRECTORS OR ASSISTANT DIRECTORS ONLY:

Verification of completion of the following courses:

☐ ADMINISTRATION

☐ TEACHING

☐ CURRICULUM DEVELOPMENT

ADDITIONAL REQUIREMENTS: Copy of Certificate or Applicant's transcript from an accredited institution. If the course content cannot be clearly identified, please submit a copy of a catalog course description. {California Code of Regulations (CCR), Section 2529 (c)(1) - Director qualifications; Section 2529 (c)(2) - Assistant Director qualifications (VN Program); Section 2584 (c)(1) - Director qualifications; Section 2584(c)(2) - Assistant Director qualifications (PT Program)}

13. FOR TEACHING ASSISTANTS ONLY:

Identify the proposed teaching responsibilities within the program:

14. FOR ADDITIONAL FACULTY ONLY:

The Program Director, by completing this section, has verified that the applicant's qualification meets the Board's regulatory requirements for additional faculty (see notation below). The courses which will be taught by the additional faculty are:

☐ Anatomy & Physiology

☐ Pharmacology

☐ Normal Growth & Development

☐ Psychology

☐ Nutrition

The additional faculty applicant is not required to sign this form. However, the PROGRAM DIRECTOR **MUST** ensure that the applicant meets the requirements specified under Item 8, Teaching Credential information.

NOTE: Persons who have the qualifications to teach in a community college or a state university in California or hold a baccalaureate degree in the field related to the curriculum content taught, or meet the requirements for a vocational education credential may teach curriculum content as specified in the California Code of Regulations, Section 2533 (e) of the VN Practice Act and Section 2587 (e) of the PT Law {CCR, Section 2529(c)(4) and Section 2584(c)(4)}.